

STUDY COMMISSION MEETING
FIRST FLOOR CONFERENCE ROOM
JANUARY 6, 2005 AT 5:30 P.M.

Chairman Bob Worley brought the meeting to order at 5:30 p.m. in the First Floor Conference Room, First Floor of the Courthouse. Mr. Worley proceeded to call roll with the following results:

MEMBERS PRESENT:

Bob Worley, Wayne Harper, Cindi Shaw, Ristine Hall, Meg Sharp, Tony Bonney, Dave Palmer and Northey Tretheway

EXCUSED ABSENCE:

Shag Miller

OTHERS PRESENT:

Bob McCarthy, Lori Maloney, Danette Harrington and John Sorich

Review of Minutes: Shag Miller and Wayne Harper were excused from the meeting on 11/18/04. A motion was made by Meg Sharp, seconded by Dave Palmer to nominate Bob Worley as Chairman. The motion passed unanimously. The errors in the minutes reflect 9 ayes and there were 7 people present, and the minutes should be corrected. Since there was no one present to take minutes, it cannot be determined on the tape as to who was speaking all the time.

Dave Palmer moved to approve the minutes as amended, and it was seconded. The motion passed unanimously.

Citizen's Comments: There were no comments.

Items Not Addressed on Agenda: No comments.

Interviews: Former Chief Executive Judy Jacobson was the first speaker. Ms. Jacobson said she enjoyed her 4 years in office, and is also enjoying her retirement. The position of Chief Executive is a very complicated position and I don't think it is duplicated by anyone other than Anaconda and I guess I would suggest to you that you might look into other forms of local government. There are some like Helena who have an elected Mayor and then has a city manager that is hired by the Mayor. Now Missoula has something in between that that they do have a Mayor but he's a working Mayor and has more power I believe than the Mayor of Helena whose probably paid what \$5,000.00 a year. But I would urge you to study those other forms of government just to see if there is something that could be a little more streamlined than what we have. It's a huge job. As Chief Executive you are in charge of all personnel issues even if it's other elected officials. You are involved in just before somebody files a lawsuit you are in charge of virtually everything in the county and it's a huge job. It was a big help to me to have been in the legislature because a lot of things are done similarly although there are personnel issues and some of those things that are done differently. One other thing that I would like to see you look into is we have a Director of Fire Services but the Sheriff is elected and that's unique. That isn't done in most places and you might want to take a look at that. I know when we were looking for the Director of Fire Services we

weren't looking for a fireman; we were looking for an administrator because that is what their job is and so I think those are some of the things that I would look into if I were you and if you have any other questions of me those are just a few of the observations. Chief Executive has to work very closely with the County Attorney's Office because a lot of legal issues come up. I think it's very important to keep those lines of communications very open between the County Attorney and deputies and the Chief Executive.

Dave Palmer: Judy, on your last comment are you saying that we should look at the Sheriff as being appointed rather than elected or the fire services being elected rather than appointed.

Judy Jacobson: I am suggesting that you look at appointing the Sheriff because it is an administrative position.

Bob Worley: And it being more administrative than police work. Right.

Judy Jacobson: Exactly.

Wayne Harper: Mr. Chair.

Bob Worley: Yes Wayne.

Wayne Harper: Judy, I guess I have a question and I think I was reading between the lines. I hear that somewhere in the loop that there is too much bureaucracy. The Chief Executive has too many steps and too much to do. Is that what you meant?

Judy Jacobson: Well, it's a very complicated position cause like I say you have other elected officials sitting over here. If they fire one of their employees and that employee sues, the lawsuit comes to my office, not their office. So essentially the Chief Executive is pretty much in the driver's seat in charge of everything and that's why it's so important for the Chief Executive to be in such close touch with the County Attorney's Office because a lot of those issues come up. We just settled a lawsuit with a woman I had never met. So you know it's some of those things that are very complicated and I think if I were you I would start with the Charter and I think we should have learned some lessons from what's all over the front page of the paper that maybe we need to fine tune that Charter and make certain it's not in conflict with our state laws and our federal laws because obviously there are some conflicts there that should be cleared up.

Wayne Harper: How do you think it works bureaucratically with the Commission; of the Chief Executive's interplay.

Judy Jacobson: I would make one suggestion there. I think it's good. I would like to see more of the Commissioners spend more time with the Chief Executive, but some are in there all the time and others won't come in. But one of the suggestions I would look at and Bob can help you with the history of this is you have 12 County Commissioners and I'm not sure that's the right number. It might be 8, I don't know, but I do think that's a lot of County Commissioners for the population that we have in Butte, Montana.

Bob Worley: Judy, you and I have talked a little bit about that and I've visited with a couple of other people and it came up the fact of 12 Commissioners being an even number of Commissioners and I mentioned that as to votes by the Commissioners and you said you only had to break one tie. Would it be advantageous...

Judy Jacobson: Actually, I never broke a tie.

Bob Worley: Oh, ok. I thought you told me you did. But anyhow would that be advantageous if we had an odd number of Commissioners?

Judy Jacobson: It might be.

Bob Worley: Would that be your thought?

Judy Jacobson: It might be.

Bob Worley: So that would mean redistricting or...

Judy Jacobson: Well, you're going to redistrict, what Bob, every 10 years anyway?

Bob McCarthy: Yes, here's where the number of Commissioners came from. It was requested by the Clerk and Recorder and they took the number of legislative districts that we had then which was 6 and divided it in half and that's how they came up with 12, was the only reason. It was for the convenience of the Clerk and Recorder. Shortly after that in 1980 there were never enough legislative districts that were used 6 to 5 and so it never again was a case where the boundaries were the same. So, the fact that it was 12 is a number that is now meaningless and became meaningless within about 3 years and so whatever the number is, probably should have some relation to how the body should function and that's what they cause too many. I told them it was too many all along. The only reason that there were 12 again is because of the 6 legislative districts in the Clerk and Recorder's Office, one is that number they didn't want 6 so instead of 6 they came up with 12. Now that we have computerized voting systems, we have GIS geographic mapping system we can probably come up with another number, so I think it is wide open. I think you can do whatever you want now. The reason for the 12 is it doesn't relate to anything.

Judy Jacobson: One of the things we have a lot of trouble is coordinating complaints. The Commissioners get the complaints, my office gets the complaints, they go to Public Works, they go all over the place and we don't have a real clear way of tracking them and I think we have talked extensively about hiring somebody to do a good web page. If you look at the Butte-Silver Bow's web page it's really not your perusal but you might mention it to the Chief Executive, ours is lousy and some of these other ones are really nice and they even have places where you can file a complaint and you know that would be a way of coordinating those so that we know that there is closure to them.

Bob Worley: The Sheriff's Department has done that now with filing minor complaints. Is that what you are suggesting, something like that.

Judy Jacobson: Yeah, if you go in and look in Bozeman's web page and Missoula's and some of those you will find they go even so far as to say register here for your potholes. If it isn't fixed in 3 days let us know. Those kinds of things that I think would be a real service to this community and we just haven't had the time or the money to get a professional to come in and redesign our web page and we need to do that.

Bob Worley: Obviously you've looked at a couple of web pages and you said Missoula and where else?

Judy Jacobson: We looked at Great Falls, we've looked at Bozeman, Missoula has a pretty good one. I can't remember but if you just run through the different cities and even look out of the state at some other cities our size, there are some pretty good suggestions on those web sites.

Cindi Shaw: Judy, how about for example, a dog complaint and some people don't even know where to start. You know I wonder if a website, or a page on a website could say these are the steps you follow, you need to make this call and you know and then how can you follow up if the person appeared in Court or if the ticket was paid. You know I know these are things people have mentioned to me in just the short time I've been on the commission and if these go online

Judy Jacobson: Sure, yeah and I mean that my office is doing right now is that they are picking up those dog complaints, calling the dog catcher and following up on that and calling the person back and a lot of that could be done on the web page to free up a lot of time from the people in our office and some of the Commissioners cause they get the calls.

Cindi Shaw: To answer the basic questions.

Judy Jacobson: Right.

Cindi Shaw: Yeah. Thank you.

Tony Bonney: Judy, you've had a chance to work with other leaders throughout the State both appointed and or hired or elected. Do you think Butte-Silver Bow would benefit from hiring a professional City Manager?

Judy Jacobson: I have met some very good city managers and I guess the advantage to that would be you wouldn't have that every 4 year turnover and you would be hiring someone that you know has a background in city managing which is becoming more and more complicated all the time. I worked very closely with the City Manager and the Assistant City Manager in Great Falls. I'm very familiar with both Mayor and the city manager over in Missoula. A lot of these people believe it or not are people I worked with in Helena.

Tony Bonney: Did you feel your position is more appointed or were you limited by powers or say that the

Judy Jacobson: Oh no. The Chief Executive has more power than I think any other Mayor that I can think of. This office has huge powers.

Tony Bonney: Is that a benefit you think over the hired City Manager?

Judy Jacobson: In some ways it might be but in other ways it might not. I mean when you are going out there and electing somebody you don't know what kind of background they have other than what they are telling you at panels that they are on. I think we have been very lucky to have a Chief Executive we've had because they've been very good administrators. But that's not always the case and I just I'm just saying look at it. Now I'm saying also look in Missoula because Mayor Kadus has a lot more power than most Mayors do but he also has an Assistant City Manager and I'm just encouraging you to look at some of those and see if maybe something like that might be more efficient and maybe your going to like it the way it is and maybe the voters are going to like it the way it is. But our Chief Executive has more power than any Mayor in the State of Montana.

Bob Worley: That's due to the way our Charter is. Is that why?

Judy Jacobson: Yes.

Bob Worley: Ok. Do you find any other faults in that Charter as you've had a chance to work with that over 4 years, I mean as fair as other elected officials, appointed officials, any department heads or anything like that. Do you feel like that needs fine tuning or things of that nature.

Judy Jacobson: Oh, I would definitely go through it and I think Bob has some very good ideas of what needs to be changed in that and he is much more an expert on the Charter than I am, but I think that's what that's a must, you have to start at that level. But all in all, I'll tell you what when I walked into office I can tell you that the department heads and the people in Butte-Silver Bow were very helpful for the most part everybody's doing a great job. People are helping each other out and its been a very nice place to work. You're going to miss Jon Sesso. He's our expert on Superfund and he's over in Helena right now.

Bob Worley: Yeah, he's gone for 90 days right?

Judy Jacobson: He is, but fortunately we have hired a very good attorney who is working with us on Superfund issues and Bob's working very closely with us, so we'll be fine.

Bob Worley: Anybody else have any questions for Judy? Any other comments?

Dave Palmer: One question and it had to do with the comment that one of the reporters made at the first meeting and said that this Committee should look at one of the biggest issues facing Silver Bow County is Superfund cleanup and we should do something creating a department or something. I don't know who suggested the comment but at the time this thing is over in 2 years and goes to the voter, how far along will Superfund be? Will it be almost over since we're at the big settlement now?

Judy Jacobson: You can never predict those things, but it should be. What do you think Bob? Two years from now?

Bob McCarthy: Well the target date is 2006 but I can remember when the target date was 1996, so I

don't know.

Bob Worley: I guess one of the thoughts that I have, go ahead.

Judy Jacobson: Well, I know when we discussed this before there has been discussion about saying maybe we should have a Superfund department and I can see some advantages to that and if we had a trust fund we would probably need to have trustees of that fund. The problem is that Superfund issues are in the Health Department and here in Public Works Department and there in the Planning Department and they all have certain expertise. Now if your buying a truck to clean up Superfund site which we will be doing, we want that out of Public works and out of the shop where there because right now we try to run all of those vehicles through the shop to make certain that our people are capable of handling the vehicles. We don't want to buy anything that they can't service. In some ways that would be impracticable. I think with the truck fund you would definitely have to look at some of those issues but I don't know how you can separate all those things away from the other departments and have it run very smoothly.

Bob Worley: My own thoughts on that is that if and when this comes by that that things over 100 million dollars, am I right, 106 or 113 million? Is that about where that's going that's where it is right now Bob?

Judy Jacobson: Well that number...

Bob Worley: All right. I guess I can understand what you are saying about trucks and the Health Department and Public Works and all these things, but my own thoughts are that I don't think Superfund fund should be commingled or intermingled with our general budget fund and again my thoughts are that it should be set into a trust. Is that what you are thinking? Trust fund, trustees to oversee that?

Judy Jacobson: Well, we looked at a number of different categories. I mean there is the reconstruction truck part that we have discussed with them. There are other issues like capital purchases of specific equipment that they are going to need to work on the sewers and the water lines and that type of thing. So they are not all lumped into one big fund.

Bob Worley: I guess the thing that again I'm asking you that I don't want to see this thing get down to 20 years after 10 years after we make a settlement with ARCO and MRI and we look back and there's no money. I mean because that's going to fall back into taxpayer's hand and I don't think they can handle it.

Judy Jacobson: I think that's what everybody is concerned about especially when you start talking about trust funds because we have set them up at the Legislature like the RAT fund and right now about two-thirds or more of those RAT funds aren't going to pay departments. They're not going for the projects they were meant to be for. So I think that's something you know everybody has to look at very carefully cause I think we owe it to our children and our grandchildren to make sure that we are still able to do the things and maintain the things that we have to 100 years from now and that's the way we look at it, is 100 years from now.

Bob Worley: With the Superfund and with the cleanup we are now doing along Silver Bow Creek and on down to Missoula right now those things are done by committee and we are not it is my understanding we are not into the principal of that but we just are using interest funds in order to in order to do the projects that are going along long the creek. We're not into the principal. Is that true?

Judy Jacobson: The biggest part of the things that are going on along the creek – oh, you're talking now – now you're switched over to the NID funds didn't you. Yes, that's true.

Bob Worley: NRD funds, right. Ah, would it be your suggestion that Superfund funds be handled the same way that we only try to use the interest off of that thing and not mess with the principal.

Judy Jacobson: I don't think we've gotten that far and that deep into our discussions but I think the idea is how much money can we have in the pot that will be there for as long as we need it in order to, say a... up on the hill that we can go up and fix that. Somebody comes in and wants to put a subdivision up there and they need some extra dirt work done. Those types of things and again I think it would be very wise to be very conservative at the NRD Board has been.

Bob Worley: Limit the use of those funds then.

Judy Jacobson: If we get them.

Bob Worley: If we get them. Anybody else have any questions for Judy?

Tony Bonney: I have one more Judy. You talked about that the Chief Executive is responsible for a lot of the personnel problems. Whether it be elected departments or any, your point is from and redefining the Charter. Did you run into any problems or do you have any suggestions on what we could look at to more define that?

Judy Jacobson: Well I'm not sure. Let me use Lori for an example. Lori has a problem with one of her employees. She disciplines that employee. In the end she fires that employee after going through the oral and the written and the whole stuff. That employee is then entitled to come to me or to file a grievance and so in the end I am the one you know if one of my department heads makes a mistake and this has happened, somebody files a grievance, the grievance comes to me and I may not even know anything about it until it hits my desk.

Tony Bonney: Do you have any suggestions on ways to that you could define that in the Charter on how to deal with it?

Judy Jacobson: Well, I think because we have to go under the State's fair labor practices, I don't think there is any other way we can do that. I try to let department heads take care of their own problems and then if something starts getting out of hand or a grievance gets filed then I have to step in.

Tony Bonney: And I know there is a difference between negotiated contracts and non-union employees but all I was looking for is if you might have any suggestions on problems you had to

deal with on how to make them more simplified or more structured so you have a step instead of guess work instead of you this it might come here and it might not or you know if there is some... to do to help that.

Judy Jacobson: Well, I think. Yeah, every Tuesday morning I get together with my staff and we ask each and every one of them to tell us what's going on in their department and I hope and pray that they will tell me if they are having those kinds of problems, because once in a while I have a problem with the firemen and I didn't even know it was occurring until I got the grievance on my desk. And we settled it, but its people have got to keep other people informed and that's why its very important that Chief Executive get out there and talk to those department heads everyday, find out what's going on in their departments, what little problems they might be having, cause otherwise we get the phone calls. But I don't know that there

Tony Bonney: Ok... The deal is that you can't suggest anything that would be added to this the Charter on how to deal with that?

Judy Jacobson: I don't know. Bob can you?

Bob McCarthy: Well, there was no Personnel Department provided before the time of the Charter was originally written. So that was only written in 1976. I think its pretty clear that our personnel system is under funded. That we need more personnel in fact I would go so far as to say that we need a personnel person nearly permanently assigned to the Law Enforcement Department. We have had more problems, more personnel problems in the Law Enforcement Department than every other department combined and we don't have a broad enough Personnel Department and I think that... The long and short of it, when the mines closed in 1981 and the pit closed in 1983 our revenues fell off so much that everything was cut. Every department was cut. The reason we're down 10 – 12 police officers is because funds were cut. The reason there are half as many people in the Public Works Department is because funds were cut. Every department was cut. Nobody ever got back. So we have problems in funding. Since 1989 in the Legislature, that's almost that's 3 terms 12 years, there is a cut in property tax so we had cuts in our revenues then there were structural changes made by the Legislature that affected the revenues of local governments everywhere. In fact it and... more, cuts in schools here in Butte and to that was added a whole new arena of employee relations that we were very slow coming to terms with. The Federal EEOC laws probably 20 years old or more. I think our first contact with EEOC other than to say we complied with it probably about 10 years ago. We had problems with the Human Rights Commission which is the unfair employment practices similar to the EEOC. The EEOC is a federal law, Equal Employment Opportunities Commission. Its an area now of great concern. An employer has to most cautious. The State level is called the Human Rights Commission. These are areas where we have had significant problems in the Law Enforcement Department. ... cases just settled about a month ago. That was both a Human Rights Commission and an EEOC. There have been... developed in the area workplace, relations now which we were either weren't conscious of or didn't exist at the time of the first Charter was written and these area areas of particular concern. I think it's fairly common that there are workplace environments problems in law enforcement departments simply because of the structures. The military structure but there's a lot of civilian employees in there. The hostile work complaints are very common in law enforcement departments. Our record is worse than others. Other cities have problems with... So far the Fire Department we have no

female employees. As soon as there are female employees they'll have the same problems that are hostile work environments. We've had complaints of gender discrimination, age discrimination, age discrimination is anybody over 40 years old. These are areas that require great sensitivities and that training and we simply we have one person essentially in our department. We have a risk manager finally. Our risk experience was so bad that they hired a risk manager. I can't recall...

Judy Jacobson: It was...

Bob McCarthy: When was that Judy? I don't even remember.

Judy Jacobson: Oh, the girl that is up there now?

Bob McCarthy: Yeah. Was she the first...

Judy Jacobson: I hired her but there was somebody else before that.

Bob McCarthy: We've had this less than we used an intern from Montana Tech for a long time. This program is not very old. We haven't had a Risk Manager very long. That has helped us. The point I'm trying to make is that we don't have enough people in our human resources area to address the complaints that we get, particularly the Law Enforcement Department and again this is law enforcement departments everywhere have these sorts of problems. It's part of the nature of the work working 24 hours a day, it's stressful. It's as I said, it has this military structure, there are a lot of civilian employees in there. There are problems in other places... EEOC and Human Rights Complaints are a real concern.

Bob McCarthy: And as Judy pointed out someone could make a mistake here in the Courthouse that that an employee Judy doesn't directly supervise but that's going to end up with the Chief Executive and I don't know that that's particularly a Charter problem because we now have the provisions for a Personnel Department. I think we need more people. If you look at other communities and they have more people doing it than we do. We have funding problems. We have funding problems with everything. Everything you come down to with this government is related to funding. I would guess that you could probably say that most departments we probably have a half to maybe two-thirds of the employees that were around at the time the City and the County merged. Some of that was taken care of through natural economy of scale by combining departments. But some of it was simply a lack of funds and anyway one of the real concerns is this human relations and I mean Judy I'm sure she could go on and on and on and talk about

Judy Jacobson. Oh, I could but I think one of the things that would help is and I know we are stretched in our Personnel Department. Since I've been here for 4 years we've had one workshop for directors where they had to come in and learn about personnel issues. I think that should probably be done once a year and it should be a little bit more intense and it should be required of every department director whether they are elected or appointed because you've got new people coming in all the time, you are going to have some new ones coming in well there is one already and there's another vacancy or so. So I think to be more... with workshops to train our directors on personnel issues would be helpful.

Tony Bonney: Excuse me, and I think Bob touched on this on creating new departments. Is it

addressed in the Charter a specific steps creating a new departments, say economic development. I don't know when Kathy was appointed is there a step you have to go for or should it be defined in there on steps

Judy Jacobson: You might want to look at that. Funny you should mention economic development because that department actually started out as the building manager of that building over there and then as we got into the TIFID and some of those other things it grew into some other things so I don't know that that's even in the Charter, that there's an Economic Development Director. I doubt it very much. I think it just evolved into that.

Tony Bonney: Well, and that's another thing...

Judy Jacobson: So you might want to go back and...

Tony Bonney: As things go, you know a Superfund department means maybe in the works 3 or 4 years from now but maybe there is something we can add in there on steps on how to create a new department and if there is, is there suggestions on you know on how to do it or how you would like to see it defined?

Judy Jacobson: You know I would love to see a lot of things just looked at again. For instance, in our Public Works Department. We've got a lot of things crammed into that. Most cities have a Parks and Recreation Department with a professional park and recreation person, who usually has a masters degree and ours is just kind of rolled into the into Public Works and I think we could do a better job of say renting out our gazebos and some of those kinds of things if we had people in there adequately staffed to run those parks better. We could probably get some revenue from the parks systems and maybe upgrade them a little better because we are strapped. I mean only one of the reasons there in Public Works is because we are crossing personnel over to mow the golf course and that type of thing. So you might want to look at some of those issues to.

Tony Bonney: So, and you what I would like to see you know is step one you know who would create it, step two you know I mean if you have suggestions you know would it be the Chief Executive or would it be the Council of Commissioners on how to create new departments or any suggestions that way.

Judy Jacobson: I've not had to create a new department since I've been here and very frankly some of the things I've talked to you about I would have tried to do but we really didn't have the money to do it and you know someday we will and then I think we should look at some of these things again. But yeah I think it would be a good idea because you're right in the future you might want to have more... departments.

Tony Bonney: Well, I was just looking at... and there is not very many... assigned...

Judy Jacobson: ...would be telling any of my personnel what to do. They should be coming through my office. It's very awkward for them and for us, but it would help if we had a little bit better system. Dinah has always kept a book of complaints and you can go through that and see who she talked to and who she called back and what the results were but I don't know what else is going on out there and one of the County Commissioners one day asked one of our personnel to dose up a

field and it caused quite a fuss and I didn't know it was going on, but anyway I think it would be helpful I think the computer itself would be helpful.

Bob Worley: That's a good idea.

Judy Jacobson: Some of our own personnel don't know how to use a computer to tell you the truth.

Bob Worley: Any other questions for Judy? Thank you very much. We appreciate you attending our meeting and we appreciate your input.

Cindi Shaw and other members: Thanks for coming Judy.

Bob Worley: If we should have other questions in the future would you mind us...

Judy Jacobson: I would not mind at all. Call me at home.

Bob Worley: We'll move on to Item No. 2 on our Agenda and we had invited former Finance and Budget Director Mike Shea. I did not hear that Mike would not be here tonight and he wasn't present.

Mr. Worley said that we must maintain formal minutes of the Study Commission proceedings, as well as keep track of the finances. Once Minutes are completed Linda Sajor-Joyce offered to place them on the website. Two formal public hearings, one prior to the tentative report and one prior to the final report are necessary. Discussion was held regarding the format of the meetings. A community survey was suggested. Bob McCarthy said that there was no survey in 1996, but does not remember if one was done in 1986.

Dave Palmer asked Bob McCarthy if he could change any one thing about the Butte-Silver Bow consolidated government, what would it be?

Mr. McCarthy said that handling personnel issues is frustrating and the Chief Executive should be handling more than minor issues coming from the departments and this area needs clarification. He gave a history of the government when the Charter was written and how the consolidated government was formed. For example, elected officials have deputies, who work directly for the elected official, but the other employees in that department, such as the Treasurers are employed by the Chief Executive/Butte-Silver Bow government.

Northey Tretheway asked if this employment issue had been addressed by other Study Commissions.

Mr. McCarthy said this particular issue had not been addressed.

Study Commission Conference in Bozeman: Cindi Shaw said they sat with previous study commission members and they had some hands on information that was useful. For example, how to advertise and speak at functions. Dave Palmer asked whether the Commission would recommend a City Manager vs. a Chief Executive. This is a question to be determined by the

Commission. Discussion continued on how to get suggestions from the public.

Budget: Mr. Worley stated that he was hoping Mr. Shea could address the budget when he spoke tonight. A budget needs to be developed prior to March, to be submitted to the Council. The budget is \$20,000 for 6 months, and Bob McCarthy was asked to help. Mr. McCarthy stated that travel might be expensive and it was suggested to do phone conferences as well. Mr. Bonney suggested asking Danette Gleason of the Budget Office or Gary Rowe, former Budget Director, to come to our meeting to assist us with the budget. Mr. Worley will find out if there are any grants available at the state or federal level, and who might be able to assist in writing a grant. A Montana Tech class is available, that is taught by Janet Cornish. Mr. Worley will contact her. A time table needs to be established when we hold our public meetings. Travel vouchers should be submitted to the Budget Office for payment.

Future Speakers: It was suggested to have 5 speakers at the next meeting. Clerk of Court Lori Maloney, Clerk and Recorder Mary McMahon, Asst Finance and Budget Director Danette Gleason, former Assessor Chuck Krause and County Superintendent of Schools Ed Heard will be asked to speak at the next meeting. Auditor Danette Harrington was unavailable for this meeting. Lori Maloney suggested that the Study Commission prepare questions for the speakers, so they might be prepared as to what exactly you wish to know.

Survey: A discussion ensued about survey questions and how to present it to the public. Mr. Bonney suggested giving the survey to the employees on how to improve their department, and also offering one to the public. Further discussion brought up ideas on how to distribute the survey to the public.

Secretary for Study Commission: Bob McCarthy asked if the Commission wanted to have the minutes on the website. The answer was yes. Bob McCarthy informed the Commission that they are entitled to a liaison and a secretary, which will be provided. Bob Worley has informed Mr. Babb that they would like a liaison and secretary appointed by the Council for the next meeting.

Adjourn: Wayne Harper moved to adjourn, Ristene Hall seconded, and the motion passed unanimously.